

**2004 PRIMARY ELECTION SERVICES**  
**CONTRACT WITH THE COUNTY ELECTIONS OFFICER**  
**STATE OF TEXAS, COUNTY OF \_\_\_\_\_**

**THIS CONTRACT** made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the \_\_\_\_\_ County \_\_\_\_\_ Party, acting by and through the Chair of its Executive Committee, \_\_\_\_\_, hereinafter referred to as "Party," and \_\_\_\_\_, County Election Officer of \_\_\_\_\_ County, Texas hereinafter referred to as "Contracting Officer", and by authority of section 31.092(b), Texas Election Code, for the conduct and supervision of the \_\_\_\_\_ County \_\_\_\_\_ Party Primary Election on March \_\_\_\_\_, 20\_\_\_\_\_, and the \_\_\_\_\_ County \_\_\_\_\_ Party Runoff Primary Election, if necessary, on April \_\_\_\_\_, 20 \_\_\_\_\_.

**THIS CONTRACT** is subject to the written approval of the Secretary of State of Texas, and shall not be binding on the parties until such written approval is obtained.

**THIS AGREEMENT** is entered into in consideration of the mutual covenants and promises hereinafter set out:

**DUTIES AND SERVICES OF CONTRACTING OFFICER.** The Contracting Officer shall be responsible for performing the following duties and shall furnish the following services and equipment (*strike out any duties not being performed by the Contracting Officer*):

- (a) Contact the owners or custodians of county-designated polling places and arrange for their use in the primary elections.
- (b) Contact the owner or custodian of some other public place (or if unavailable, private) building in the election precinct and arrange for its use as a polling place if the county designated polling place in the precincts is unavailable for use in the primary election.
- (c) Procure and distribute all necessary election supplies, including:
  - (1) ballots;
  - (2) election kits; and
  - (3) the Party's allotment of ballot boxes and voting booths provided free of charge by the county.
- (d) Procure all necessary voting machines and equipment, transport machines and equipment to and from the polling places, and prepare the voting machines and equipment for use at the polling places. (Specify voting system to be used on the attached form).
- (e) Notify the election judges of the date, time, and place of the election school and arrange for a facility for holding the school.
- (f) Arrange for the use of a central counting station and for the tabulating personnel and equipment needed at the counting station and assist in the preparation of programs and the test materials for the tabulation of the ballots to be used with electronic voting equipment.
- (g) Publish the legal notice of the date, time, and place of the test of the electronic tabulating equipment and conduct such test.
- (h) Assist in the general overall supervision of the election and provide advisory services in connection with the decisions to be made and the actions to be taken by the officers of the Party who are responsible for holding the election.

(I) Prepare any submission of voting changes to the U.S. Department of Justice under the federal Voting Rights Act of 1965, as amended.

**GENERAL CONDITIONS**

(a) Nothing contained in this contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the election is to be filed, the place at which any function is to be carried out, the officers who conduct the official canvass of the election returns, the officer to serve as custodian of the voted ballots or other election records, or any other nontransferable functions specified by section 31.096 of the Texas Election Code.

(b) The Contracting Officer is the agent of the Party for the purposes of contacting with third parties with respect to the election expenses within the scope of the Contracting Officer's duties, and the Contracting Officer is not liable for the Party's failure to pay a claim.

(c) The Contracting Officer shall file copies of this contract with the County Treasurer (County Judge, if there is not a County Treasurer) and the County Auditor of \_\_\_\_\_ County, Texas.

(d) Only the actual expenses directly attributable to the Contract may be charged. (Section 31.100(b), Texas Election Code). The County Elections Officer must submit the actual costs incurred pursuant to this Contract to the County Chair no later than ten days after the final primary election.

**WITNESS** the following signatures and seal:

\_\_\_\_\_ **COUNTY** \_\_\_\_\_ **PARTY**

**BY** \_\_\_\_\_  
**COUNTY CHAIR**

*SEAL*

*BY* \_\_\_\_\_  
**COUNTY ELECTIONS ADMINISTRATOR/COUNTY CLERK**

**APPROVED BY** \_\_\_\_\_  
**SECRETARY OF STATE'S OFFICE**

# REPORT OF ESTIMATED 2004 PRIMARY AND RUNOFF CONTRACTED EXPENSES FOR THE COUNTY ELECTION SERVICES CONTRACT

(Texas Election Code, Sec. 31.100(c))

*(To be completed by county election officers and given to county chair for placement of estimated contracted expenses on their primary and runoff estimates)*

COUNTY \_\_\_\_\_ PARTY \_\_\_\_\_

Please provide the estimated statistical information and estimated cost of the **contracted services** you will perform for the party and submit along with the written contract and the March 9 primary estimate.

## SECTION A. ESTIMATED STATISTICAL INFORMATION

		Primary	Runoff
1	Projected voter turnout countywide in your party's primaries. (1 T.A.C., § 81.116* or 1 T.A.C., § 81.152*)		
2	Number of election day polling places to be used in primaries. (excluding early voting) (Tex. Elec. Code Ann., §43.003)		
3	Number of county designated election precinct. (Tex. Elec. Code Ann., §42.001)		
4	Number of polling places to be shared with another party.		
5	Number of public buildings to be used as polling places. (Tex. Elec. Code Ann., §43.031)		
6	Number of early voting stations to be used.		
7	Voting System: ("A" early voting, "E" election day, if different) General Primary: Paper _____ Lever _____ Punch Card _____ Optical Scan _____ DREs/Touch Screen _____ DREs/Touch Screen System to be Used (check one, if applicable): eSlate _____ Ivotronic _____ AccuVote _____ Votronic _____ Other: _____ Primary Runoff: Paper _____ Lever _____ Punch Card _____ Optical Scan _____ DREs/Touch Screen _____ DREs/Touch Screen System to be Used (check one, if applicable): eSlate _____ Ivotronic _____ AccuVote _____ Votronic _____ Other: _____		
8	Number of ballots to be ordered (including early voting, sample ballots & provisional ballots)		
9	Number of election kits to be ordered. (excluding early voting)		

## SECTION B. ESTIMATED COST OF GENERAL PRIMARY AND RUNOFF

		Primary	Runoff
1	Ballot printing costs	\$_____	\$_____
2	Electronic voting system programming and testing	\$_____	\$_____
3	Publication of electronic voting system notices (Tex. Elec. Code Ann., §127.096(a))	\$_____	\$_____
4	Election kits and other precinct supplies	\$_____	\$_____

		Primary	Runoff
5	A. Rental of <b><u>county owned</u></b> voting equipment (1 TAC, §81.125*) Tex Elec. Code Ann., §123.003(e)		
	1. Primary: Punch Card _____ X rental rate of \$5.00 (# of devices)  Runoff: Punch Card _____ X rental rate of \$5.00 (# of devices)	\$_____	\$_____
	2. Primary: Voting Machines (AVM/Shoup) _____ X rental rate of \$16.00 (# of devices)  Runoff: Voting Machines (AVM/Shoup) _____ X rental rate of \$16.00 (# of devices)	\$_____	\$_____
	3. Primary: Optical Scan _____ X rental rate of \$5.00 (# of devices)  Runoff: Optical Scan _____ X rental rate of \$5.00 (# of devices)	\$_____	\$_____
	4. Primary: DREs/Touch Screens _____ X rental rate of \$5.00 (#of devices)  Runoff: DREs/Touch Screens _____ X rental rate of \$5.00 (#of devices)	\$_____	\$_____
	5. Primary: Precinct Tabulators _____ X rental rate of \$5.00 (# of devices)  Runoff: Precinct Tabulators _____ X rental rate of \$5.00 (# of devices)	\$_____	\$_____
5	B. Rental of <b><u>non-county owned</u></b> voting equipment (1 TAC §81.125*)Tex. Elec. Code Ann., §123.032(d)		
	1. Primary: Punch Card _____ X \$_____ (# of devices) (rental rate)  Runoff: Punch Card _____ X \$_____ (# of devices) (rental rate)	\$_____	\$_____
	2. Primary: Voting Machines (AVM/Shoup) _____ X \$_____ (# of devices) (rental rate)  Runoff: Voting Machines (AVM/Shoup) _____ X \$_____ (# of devices) (rental rate)	\$_____	\$_____
	3. Primary: Optical Scan _____ X \$_____ (# of devices) (rental rate)  Runoff: Optical Scan _____ X \$_____ (# of devices) (rental rate)	\$_____	\$_____
	4. Primary: DREs/Touch Screens _____ X \$_____ (# of devices) (rental rate)  Runoff: DREs/Touch Screens _____ X \$_____ (# of devices) (rental rate)	\$_____	\$_____

		Primary	Runoff
	5. Primary: Precinct Tabulators _____ X \$ _____ (# of devices)         (rental rate)  Runoff: Precinct Tabulators _____ X \$ _____ (# of devices)         (rental rate)	\$ _____	\$ _____
6	<b>Transportation of voting equipment</b> (Tex. Elec. Code Ann., §127.033(f)) <i>(circle equipment to be transported)</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <b>A. Primary:</b>                (a) Punch card voting devices                (b) Voting machines (AVM/Shoup)                (c) Optical scan                (d) DRE's/touch screens                (e) Voting booths                (f) Precinct tabulators             </div> <div style="width: 48%;"> <b>B. Runoff:</b>                (a) Punch card voting devices                (b) voting machines (AVM/Shoup)                (c) optical scan                (d) DRE's/touch screens                (e) voting booths                (f) precinct tabulators             </div> </div>	\$ _____	\$ _____
7	<b>Polling place rentals</b> (Tex. Elec. Code Ann., §32.033)  A. Primary: _____ B. Runoff: _____ (# of polls rented)                      (# of polls rented)	\$ _____	\$ _____
8	<b>A &amp; B. Precinct election judges and clerks</b> 1 T.A.C., §81.117* or §81.149** Tex. Elec. Code Ann., §32.091(a)  1. Primary: _____ X \$5.15 X 14 hours # of precinct judges   (hourly rate)   (per person) (that did not attend training)  Runoff: _____ X \$5.15 X 14 hours # of precinct judges   (hourly rate)   (per person) (that did not attend training)	\$ _____	\$ _____
	2. Primary: _____ X \$5.15 X 14 hours # of precinct clerks (that   (hourly rate)   (per person) did not attend training)  Runoff: _____ X \$5.15 X 14 hours # of precinct clerks (that   (hourly rate)   (per person) did not attend training)	\$ _____	\$ _____
	3. Primary: _____ X \$7.00 X 14 hours # of precinct judges   (hourly rate)   (per person) (that attended training)  Runoff: _____ X \$7.00 X 14 hours # of precinct judges   (hourly rate)   (per person) (that attended training)	\$ _____	\$ _____
	4. Primary: _____ X \$7.00 X 14 hours # of precinct clerks   (hourly rate)   (per person) (that attended training)  Runoff: _____ X \$7.00 X 14 hours # of precinct clerks   (hourly rate)   (per person) (that attended training)	\$ _____	\$ _____

		Primary	Runoff
9	<p>Election judges or clerk's fee for pickup and delivery of supplies after polls close – (\$15.00)(1 T.A.C., §81.122* or §81.153) Tex. Elec. Code Ann., §32.092(a)</p> <p>A. Primary : _____ B. Runoff : _____  # of elec. judges # of elec. judges  or clerks or clerks</p>	\$ _____	\$ _____
10	<p>A &amp; B. Early Voting Ballot Board Personnel (1 T.A.C., §81.120(a))(Tex.Elec. Code Ann. §87.005(a))</p> <p>Primary: _____ X \$5.15 X 5 hours  # of workers (hourly rate) (per person)  presiding judges &amp; clerks  that did not attend training)</p> <p>Runoff: _____ X \$5.15 X 5 hours  # of workers (hourly rate) (per person)  (presiding judges &amp; clerks  that did not attend training)</p> <p>Primary: _____ X \$7.00 X 5 hours  # of workers (hourly rate) (per person)  (presiding judges &amp; clerks  that attended training)</p> <p>Runoff: _____ X \$7.00 X 5 hours  # of workers (hourly rate) (per person)  (presiding judges &amp; clerks  that attended training)</p>	\$ _____    \$ _____	\$ _____    \$ _____
11	<p>Central Counting Station Personnel (Tex. Elec. Code Ann., §127.002 – 127.006)</p> <p>a. CCS Manager (Tex. Elec. Code Ann., §127.002(f))</p> <p>Primary: _____ X \$ _____ X 5 hours  1 mgr. (hourly rate) (per person)</p> <p>Runoff: _____ X \$ _____ X 5 hours  1 mgr. (hourly rate) (per person)</p>	\$ _____  \$ _____	\$ _____  \$ _____
	<p>b. CCS Tabulation Supervisor (Tex. Elec. Code Ann., §127.002(e))</p> <p>Primary: _____ X \$ _____ X 5 hours  1 tab. supvr (hourly rate) (per person)</p> <p>Runoff: _____ X \$ _____ X 5 hours  1 tab supvr (hourly rate) (per person)</p>	\$ _____  \$ _____	\$ _____  \$ _____
	<p>c. CCS Assistant Tabulator (Tex. Elec. Code Ann., §127.004(e))</p> <p>Primary: _____ X \$ _____ X 5 hours  # of asst. tabs. (hourly rate) (per person)</p> <p>Runoff: _____ X \$ _____ X 5 hours  # of asst. tabs. (hourly rate) (per person)</p>	\$ _____  \$ _____	\$ _____  \$ _____
	<p>d. Presiding Judge of CCS (Tex. Elec. Code Ann., §127.005(d))</p> <p>Primary: _____ X \$5.15 X 5 hours  1 pres. judge (hourly rate) (per person)  (that did not attend  training)</p> <p>Runoff: _____ X \$5.15 X 5 hours  1 pres. judge (hourly rate) (per person)  (that did not attend training)</p>	\$ _____  \$ _____	\$ _____  \$ _____

		Primary	Runoff
	<p>e. Presiding Judge of CCS (Tex. Elec. Code Ann., §127.0005(d)).</p> <p>Primary: _____ X \$7.00 X 5 hours  1 pres. judge (hourly rate) (per person)  (that attended training)</p> <p>Runoff: _____ X \$7.00 X 5 hours  1 pres. judge (hourly rate) (per person)  (that attended training)</p>	\$ _____	\$ _____
	<p>f. Central Counting Station Clerks (Tex. Elec. Code Ann., §127.006(d))</p> <p>Primary: _____ X \$5.15 X 5 hours  # of clerks (hourly rate) (per person)  (that did not attend training)</p> <p>Runoff: _____ X \$5.15 X 5 hours  # of clerks (hourly rate) (per person)  (that did not attend training)</p>	\$ _____	\$ _____
	<p>g. Central Counting Station Clerks (Tex. Elec. Code Ann., §127.006(d))</p> <p>Primary: _____ X \$7.00 X 5 hours  # of clerks (that (hourly rate) (per person)  attended training)</p> <p>Runoff: _____ X \$7.00 X 5 hours  # of clerks (that (hourly rate) (per person)  attended training)</p>	\$ _____	\$ _____
	<p>h. Technical Support Personnel (Private Contractor &amp; County Staff)</p> <p>Primary: _____ X \$ _____ X 5 hours  # of workers (hourly rate) (per person)</p> <p>Runoff: _____ X \$ _____ X 5 hours  # of workers (hourly rate) (per person)</p>	\$ _____	\$ _____
12	<p>A &amp; B. Provisional and Late Ballot Board Processing – Early Voting  Ballot Board Personnel (1 T.A.C., §____)(Tex.Elec. Code Ann. §65.051)</p> <p>Primary: _____ X \$5.15 X 3 hours  # of workers (that (hourly rate) (per person)  did not attend training)</p> <p>Runoff: _____ X \$5.15 X 3 hours  # of workers (that (hourly rate) (per person)  did not attend training)</p> <p>Primary: _____ X \$7.00 X 3 hours  # of workers (hourly rate) (per person)  (that attended training)</p> <p>Runoff: _____ X \$7.00 X 3 hours  # of workers (hourly rate) (per person)  (that attended training)</p>	<p>\$ _____</p> <p>\$ _____</p>	<p>\$ _____</p> <p>\$ _____</p>

		Primary	Runoff
13	<b>Provisional and Late Ballot Board Counting – Central Counting Station</b> (Tex. Elec. Code Ann., §65.057(2))  <b>a. CCS Manager</b> (Tex. Elec. Code Ann., §127.002(f))  Primary: _____ X \$ _____ X 1 hour 1 mgr.                  (hourly rate)                  (per person)  Runoff: _____ X \$ _____ X 1 hour 1 mgr.                  (hourly rate)                  (per person)	\$ _____	\$ _____
	<b>b. CCS Tabulation Supervisor</b> (Tex. Elec. Code Ann., §127.002(e))  Primary: _____ X \$ _____ X 1 hour 1 tab. supvr.                  (hourly rate)                  (per person)  Runoff: _____ X \$ _____ X 1 hour 1 tab supvr.                  (hourly rate)                  (per person)	\$ _____	\$ _____
	<b>c. CCS Assistant Tabulator</b> (Tex. Elec. Code Ann., §127.004(e))  Primary: _____ X \$ _____ X 1 hour # of asst. tabs.                  (hourly rate)                  (per person)  Runoff: _____ X \$ _____ X 1 hour # of asst. tabs.                  (hourly rate)                  (per person)	\$ _____	\$ _____
	<b>d. Presiding Judge of CCS</b> (Tex. Elec. Code Ann., §127.005(d))  Primary: _____ X \$5.15 X 1 hour 1 pres. judge                  (hourly rate) (per person) (that did not attend training)  Runoff: _____ X \$5.15 X 1 hour 1 pres. judge                  (hourly rate) (per person) (that did not attend training)	\$ _____	\$ _____
	<b>e. Presiding Judge of CCS</b> (Tex. Elec. Code Ann., §127.005(d))  Primary: _____ X \$7.00 X 1 hour 1 pres. judge                  (hourly rate) (per person) (that attended training)  Runoff: _____ X \$7.00 X 1 hour 1 pres. judge                  (hourly rate) (per person) (that attended training)	\$ _____	\$ _____
	<b>f. Central Counting Station Clerks</b> (Tex. Elec. Code Ann., §127.006(d))  Primary: _____ X \$5.15 X 1 hour # of clerks                  (hourly rate) (per person) (that did not attend training)  Runoff: _____ X \$5.15 X 1 hour # of clerks                  (hourly rate) (per person) (that did not attend training)	\$ _____	\$ _____



		Primary	Runoff
	<p>g. Central Counting Station Clerks (Tex. Elec. Code Ann., §127.006(d))</p> <p>Primary: _____ X \$7.00 X 1 hour  # of clerks (that (hourly rate) (per person)  attended training)</p> <p>Runoff: _____ X \$7.00 X 1 hour  # of clerks (that (hourly rate) (per person)  attended training)</p>	\$ _____	\$ _____
	<p>h. Technical Support Personnel (Private Contractor &amp; County Staff)</p> <p>Primary: _____ X \$ _____ X 1 hour  # of workers (hourly rate) (per person)</p> <p>Runoff: _____ X \$ _____ X 1 hour  # of workers (hourly rate) (per person)</p>	\$ _____	\$ _____
14	Miscellaneous Expenses (please itemize each expense)		
	A. Primary B. Runoff		
	1. 1.	\$ _____	\$ _____
	2. 2.	\$ _____	\$ _____
	3. 3.	\$ _____	\$ _____
15	<p>County Election Services Contract Administrative Fee</p> <p>(10% of the total contract cost) 1 T.A.C., §81.131* and Tex. Elec. Code. Ann., §31.100(d))</p>	\$ _____	\$ _____
16	Total Estimated Cost of Primary and Runoff (Add lines B1 – B15)	\$ _____	\$ _____